



# Parks & Recreation Board MEETING NOTES APPROVED

MEETING TITLE	Sherwood Parks & Recreation Board
DATE & TIME	12.05.2011 7:00 PM
LOCATION	Sherwood City Hall—Community Room
FACILITATOR	David Scheirman
NOTES TAKEN BY	Denise Berkshire

## ATTENDEES

Parks & Recreation Board		Council Liaison	
X	David Scheirman, Chair	X	Bill Butterfield, City Councilor
--	David Bonfiglio, Vice Chair		
		City Staff	
X	Brian Stecher	X	Kristen Switzer, Community Services Director
--	Thad Overturf	X	Denise Berkshire, Event & Volunteer Coordinator
--	Frank Funk	X	Jennifer Kuiper, YMCA Board of Managers
X	Marney Jett	X	Robbert Van Andel, SHS Swim Coach
X	Lynn Snyder		
--	Mary Reid		
--	Lu Vanderburg		

## MEETING NOTES

- 1. Call to Order/Roll Call (Scheirman)**
  - The meeting was officially called to order at 6:59 pm.
- 2. Adjustments to the Agenda (Scheirman)**
  - The *Priority List* was removed from the agenda due to the lack of a quorum.
- 3. Citizen Comment (Scheirman)**
  - No citizens were present.
- 4. Approval of Minutes (Scheirman)**
  - Approval of the November 2011 minutes was postponed until next meeting.
- 5. YMCA Building Expansion Plan (Kuiper)**
  - Jennifer Kuiper of the YMCA Board of Managers presented the preliminary *YMCA Building Expansion Plan*. Kuiper explained the YMCA building is owned by the City of Sherwood, and the YMCA Board has been looking at expanding the facility for several years. When the building was constructed, it was at capacity shortly after it opened. The YMCA Board recently calculated the “unit” of use (unit = single person). They determined that current units are nearly double the capacity of the building. It is difficult to maintain the facility when the building is over capacity. Most program/classes are full and many residents are turned away.

- Kuiper explained the architectural rendering which was created to serve as a tool for talking points. The current rendering has the addition of a 25 yard swimming pool with retractable seating and a separate entrance. Robbert Van Andel, SHS Swim Coach, explained there are currently 30+ students on the swim team and it is a challenge for all of them to practice in the available three swim lanes in the current pool at the YMCA. He and Kuiper also shared that having a new pool will generate revenue both at the YMCA and in the community as a result of swim meets. Swim meets are all day events, so families generally visit local restaurants throughout the day. They expressed that swimmers in Sherwood have been underserved for nearly 12 years. The location for the new pool has already been plumbed.
- Other expansion amenities include additional classrooms, expanded locker rooms, racquet ball court, additional whirlpool, and new facilities for special needs therapy (including a therapy pool). The expansion would push the building toward the parking lot and out toward Sunset Blvd.
- The PRB inquired if the location of the skate park would be impacted by the expansion. Kuiper explained the location of the skate park would not be impacted. The YMCA Board has considered several funding options, and they have determined that a general bond measure is the best option. The YMCA would like the support of the Parks and Recreation Board for a general bond measure of \$9.5 million for the expansion of the YMCA. In January the YMCA Board would like to ask City Council to conduct a survey of Sherwood residents to determine if they would support a bond measure, and if so what items are they interested in (e.g. racquet ball, additional pool etc.).
- The PRB and Kuiper discussed the bond measure and increasing membership fees as an option help cover the expense of the expansion.

#### 6. **Council update (Butterfield)**

- Councilor Butterfield presented *Improvements to our Existing Parks - Proposed Parks Bond Addition* (see record). This proposal would combine the YMCA Expansion with City of Sherwood Park Improvements in one bond measure. By combining the efforts, the hope is that voter participation will be high. The PRB discussed this option and the importance of asking Sherwood residents for input and direction. Butterfield explained that active outreach by the YMCA and the PRB members would be required to gain support. The board members who were present support the idea and would be willing to participate. The YMCA already has plans for outreach activities for the spring. The PRB discussed options for outreach and the importance of survey questions to effectively and clearly communicate the proposal with the public.
- Kuiper offered to serve as a liaison between the YMCA and the PRB if they are interested in more information (floor plans etc.) to present to interest groups. The PRB discussed having a joint work session with the YMCA. If City Council approves a survey and it is determined to present a joint bond measure, the cost of the survey would be split between the City and the YMCA. The next YMCA Board meets on December 15<sup>th</sup>.
- In 2008 a survey was conducted to determine support for a bond measure for park maintenance, trails and expanding the YMCA. Switzer shared the results of that survey, which included that 91% of residents were satisfied with the amenities at that time. Switzer also reviewed the important dates and timeline requirements of a bond measure.
- The next steps include; looking at projects, identifying costs, receiving approval from City Council, bringing on a contractor to assist with questions and conduct survey, and reviewing survey results to determine direction of bond measure.
- The group discussed the very short timeline and the need to meet in January. The January meeting has been tentatively rescheduled for Wednesday 4, 2012. Switzer will follow up with the PRB to confirm the 1/4/12 meeting.

## 7. SWOT Meeting Preparation (Scheirman)

- The SWOT meeting is scheduled for December 20<sup>th</sup>. The PRB reviewed the draft SWOT List.

## 8. Priority List for 2012 (Scheirman)

- This agenda item has been moved to the next PRB meeting.

## 9. Reports

### Park Maintenance Update (Switzer)

- There is nothing to report at this time.

### Recreation Monthly Report (Switzer)

#### Active Rec happenings during the month of November 2011

- We had six youth football teams practice for the first part of November as they were in the playoffs or championship games. The youth program had one 5/6 team and both varsity teams win championship games.
- Youth soccer finished up their fall season with approximately 30 games in the month of November.
- Greater Portland Soccer District played 5 games at Snyder Park during the month of November.
- Youth basketball started practices the second week of November we are packed in every gym until 9:30 each night with a total of 76 teams 3rd grade through high school.

Respectfully  
Lance Gilgan  
December 2, 2011

Field House					
Monthly Report November 2011					
<u>October-11</u>	<u>Nov-11</u>	<u>-</u>	<u>YTD</u>		<u>Nov-10</u>
<u>Usage</u>		People		People	People
	<u>Count</u>	<u>Served*</u>	<u>Count</u>	<u>Served*</u>	<u>Served*</u>
Leagues	7	690	10	1390	964
Rentals	84	2100	368	7152	3276
Other (Classes)	1	5	1	5	6
[1] Day Use	10	109	37	210	96
<b>Total Usage</b>		<b>2904</b>		<b>8757</b>	<b>4342</b>
<u>Income</u>	<u>Nov-11</u>	<u>YTD</u>			
Rentals	\$5,005	\$16,775			
League fees (indoor)	\$10,970	\$27,160	-	-	
Card fees (indoor)	\$792	\$1,342			
Day Use	\$213	\$407			

Merchandise					
Snacks	\$559	\$1,338			
Classes	\$175	\$175			
<b>Total</b>	<b>\$17,714</b>	<b>\$47,197</b>			
<b>FY 10 11</b>					
<b><u>Income</u></b>	<b><u>Nov-10</u></b>	<b><u>YTD</u></b>			
Rentals	\$7,124	\$20,017			
League fees (indoor)	\$16,105	\$35,321			
Card fees (indoor)	\$1,280	\$2,030			
Day Use	\$190	\$281			
Merchandise					
Snacks	\$716	\$1,722			
Classes	\$35	\$875			
<b>Total</b>	<b>\$25,450</b>	<b>\$60,246</b>			

\*Estimated number of people served  
based on all rentals have a different # of  
people. Along with each team will carry  
a different # of people on their roster.

*Tonquin Trail Update (Stecher)*

- There is nothing to report at this time.

**10. Other**

- Denise Berkshire announced her resignation at the City of Sherwood effective December 16, 2011.

**11. Next Meeting/Adjourn**

- **Next meeting date:** The January meeting has been tentatively rescheduled for Wednesday 4, 2012. Switzer will confirm the 1/4/12 meeting with the PRB.
- **Adjourned at 8:26 pm**